



# The City of West University Place

*A Neighborhood City*

## CITY COUNCIL

Susan Sample, Mayor  
Kevin Boyle, Councilmember  
Bob Higley, Councilmember  
Kellye Burke, Councilmember  
Mardi Turner, Councilmember

## STAFF

M. Chris Peifer, City Manager  
Alan Petrov, City Attorney  
Thelma Gilliam, City Secretary

**DRAFT**

## CITY COUNCIL ACTION MINUTES

The City Council of the City of West University Place, Texas, met in regular session on **Monday, December 3, 2018**, in the Municipal Building Council Chambers, 3800 University, West University Place, Texas beginning at approximately **5:00 p.m.**

### Workshop Agenda:

**Call to Order.** Mayor Sample called the meeting to order at approximately 5:00 p.m. in the Council Chambers. Council and Staff in attendance were: Mayor Pro Tem Turner, Councilmembers Boyle, Burke, and Higley, City Manager Peifer, Assistant City Manager/Public Works Director Beach, City Attorney Petrov, City Secretary Gilliam, and Human Resources Director Urban.

Mike Tanner with SGR was also in attendance.

### 1. Convene into Executive Session (Council Conference Room)

Notice is hereby given that the City Council will convene into executive session in accordance with the following provisions of Chapter 551 of the Texas Government Code:

Councilmember Higley moved to recess the regular meeting and convene into executive session per Sections 551.074, 551.072, and 551.071 of the Texas Government Code. Mayor Pro Tem Turner seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Turner, Boyle, Burke, Higley  
**Noes:** None  
**Absent:** None

### 2. Reconvene Workshop

Matters related to any action resulting from the executive session.

Mayor Sample adjourned the executive session at approximately 5:34 p.m. and reconvened the workshop. No Action Taken.

### 3. Adjourn Workshop

Councilmember Burke moved to adjourn the workshop at approximately 5:34 p.m. Councilmember Higley seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Turner, Boyle, Burke, Higley  
**Noes:** None  
**Absent:** None

## Regular Meeting Agenda (Council Chambers)

**Call to Order.** Mayor Sample called the meeting to order at approximately 5:35 p.m. in the Council Chambers. Council and Staff in attendance were: Mayor Pro Tem Turner, Councilmembers Boyle, Burke, and Higley, City Manager Peifer, Assistant City Manager/Public Works Director Beach, City Attorney Petrov, City Secretary Gilliam, Parks and Recreation Director White, Human Resources Director Urban, Communications Director Jett

Matters related to the notice of this meeting – City Secretary Gilliam acknowledged that the meeting was posted in accordance with law.

Pledge of Allegiance – Cub Scout Pack 266 lead the Pledge.

### 4. Public Comments

This was an opportunity for citizens to speak to Council relating to agenda and non-agenda items.

Alida Drewes, 6112 Fordham, spoke on various issues.

### 5. Recognition of Principal John Threet

Matters related to a proclamation recognizing Principal John Threet for his services to West University Elementary and the community. *Recommended Action: Proclaim December 3, 2018 as John Threet Day.*  
**Mayor Susan Sample**

Mayor Sample proclaimed December 3, 2018, as John Threet Day in West University Place.

### 6. Updates on City Marketing and Communication Plans

Matters related to the City's plans relating to marketing and communications. *Recommended Action: Hear updates from the Communications Director and take any desired action.* **Ms. Patti Jett, Communications Director**

No action taken. Councilmember Burke requested that this item be on the agenda for the next meeting (December 10).

### 7. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

#### A. City Council Minutes

Approve City Council Action Minutes of November 12, 2018. *Recommended Action: Approve Minutes.* **Ms. Thelma Gilliam, City Secretary** [see Action Minutes]

Councilmember Higley moved to approve the Consent Agenda as presented. Councilmember Burke seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Turner, Boyle, Burke, Higley  
**Noes:** None  
**Absent:** None

8. **Adjourn**

With no other matters before Council, Councilmember Higley moved to adjourn the meeting at approximately 6:05 p.m. Councilmember Burke seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Turner, Boyle, Burke, Higley

**Noes:** None

**Absent:** None

Immediately following adjournment of the Council meeting, City Council attended the Christmas tree lighting events at 6104 Auden.

Prepared by: Thelma A. Gilliam, City Secretary

Council Approved: